

CDBG-R SUBMISSION TEMPLATE **& CHECKLIST**

The American Recovery and Reinvestment Act of 2009 ("Recovery Act") was signed into law by President Obama on February 17, 2009. The Recovery Act awards \$1 billion in CDBG Recovery (CDBG-R) funds to be distributed to cities, counties, insular areas and states, of which \$10 million has been reserved by HUD for its administrative costs and \$10 million of which will be awarded to Indian tribes. Recipients of the remaining \$980 million of CDBG-R funds will be the approximately 1,200 jurisdictions that received CDBG funding in Fiscal Year 2008. This template sets forth the suggested format for grantees receiving funds from CDBG-R. A complete submission contains the information requested below, including:

- (1) The CDBG-R Substantial Amendment (template attached below)
- (2) Spreadsheet for Reporting Proposed CDBG-R Activities (see <http://www.hud.gov/recovery>)
- (3) Signed and Dated Certifications (see <http://www.hud.gov/recovery>)
- (4) Signed and Dated [SF-424](#).

Grantees should also attach a completed CDBG-R Substantial Amendment Checklist to ensure completeness and efficiency of review (attached below).

THE CDBG-R SUBSTANTIAL AMENDMENT

Jurisdiction(s): <u>City of Lafayette</u>	CDBG-R Contact Person: Aimee Jacobsen
Jurisdiction Web Address:	Address: 20 North 6 th Street, Lafayette, IN 47901
• <u>www.lafayette.in.gov</u>	Telephone: 765-807-1090
	Fax: 765-807-1099
	Email: ajacobsen@lafayette.in.gov

ENSURING RESPONSIBLE SPENDING OF RECOVERY ACT FUNDS

Funding available under the Recovery Act has clear purposes – to stimulate the economy through measures that modernize the Nation’s infrastructure, improve energy efficiency, and expand educational opportunities and access to health care. HUD strongly urges grantees to use CDBG-R funds for hard development costs associated with infrastructure activities that provide basic services to residents or activities that promote energy efficiency and conservation through rehabilitation or retrofitting of existing buildings. While the full range of CDBG activities is available to grantees, the Department strongly suggests that grantees incorporate consideration of the public perception of the intent of the Recovery Act in identifying and selecting projects for CDBG-R funding.

A. SPREADSHEET FOR REPORTING PROPOSED CDBG-R ACTIVITIES

Grantees must provide information concerning CDBG-R assisted activities in an electronic spreadsheet provided by HUD. The information that must be reported in the spreadsheet includes activity name, activity description, CDBG-R dollar amount budgeted, eligibility category, national objective citation, additional Recovery Act funds for the activity received from other programs, and total activity budget. An electronic copy of the spreadsheet and the format is available on HUD’s recovery website at <http://www.hud.gov/recovery>.

B. CDBG-R INFORMATION BY ACTIVITY (COMPLETE FOR EACH ACTIVITY)

- (1) Activity Name: (Grantees should follow the same order that activities are listed in the Spreadsheet for Reporting Proposed CDBG-R Activities – this will allow HUD to easily match activity narratives with the information provided in the spreadsheet.)

Energy efficiency improvements for commercial properties creating jobs for low to moderate income persons

Sidewalk, curb and handicap ramp replacements in Low Moderate Income CDBG target areas

Handicap ramp replacement and other improvements to meet ADA accessibility requirements

Public services to serve low to moderate income persons

Administration and planning for CDBG-R activities

- (2) Activity Narrative:

In addition to the Spreadsheet for Reporting Proposed CDBG-R Activities, grantees must provide a narrative for each activity describing how the use of the grantee's CDBG-R funds will meet the requirements of Title XII of Division A and Section 1602 of ARRA. The grantee's narrative must also state how CDBG-R funds will be used in a manner that maximizes job creation and economic benefit in relation to the CDBG-R funds obligated, and will address the Recovery Act, by:

- Preserving and creating jobs and promoting economic recovery;
- Assisting those most impacted by the recession;
- Providing investment needed to increase economic efficiency;
- Investing in transportation, environmental protection, or other infrastructure that will provide long-term economic benefits;
- Minimizing or avoiding reductions in essential services; or
- Fostering energy independence.

The City of Lafayette will receive an allocation from HUD of \$175,480 in CDBG-R funds. The following is the proposed allocations plan for the funds:

\$100,000 in CDBG-R funds will be used to install energy efficiency improvements in commercial buildings. The business owner must be willing to provide low to moderate income jobs and comply with all ARRA requirements. The jobs will be advertised to target those who have lost jobs in this recession. The energy efficiency improvements will provide a permanent investment in building to increase the overall economic efficiency of the business, thereby creating long term economic benefits and fostering reduced energy dependence.

\$31,610 in CDBG-R funds will be used to replace sidewalk, curb and handicap ramps in the downtown area. The work will be completed as part of an overall streetscape project which will enhance the downtown, making it a safe and aesthetically pleasing area for residents, businesses, employees and shoppers in the historic downtown area. The project will meet all ARRA requirements. The project will provide a permanent investment in the infrastructure of the area and it will create construction jobs. This work will also include the installation of a handicap ramp and other ADA accessibility improvements in the downtown area. A handicap ramp will be installed at 515 Columbia Street to provide handicap

accessibility for citizens accessing services at the City Hall annex. The installation of the ramp will provide a permanent investment in the infrastructure and it will create construction jobs.

\$26,322 in CDBG-R funds will be used for public service activities that serve low-moderate income persons. Public service activities will include but not be limited to housing case management associated with the permanent supportive housing programs provided in the Lafayette Weed and Seed area.

\$17,548 in CDBG-R funds will be used for planning and administration activities related to the CDBG-R projects.

- (3) Jobs Created: (Report the number of full- and part-time jobs estimated to be created and retained by the activity (including permanent, construction, and temporary jobs)).

CDBG-R funds spent in the City of Lafayette will result in the creation of an estimated 12 full time equivalent permanent jobs.

- (4) Additional Activity Information: (A description of how the activity will promote energy conservation, smart growth, green building technologies, or reduced pollution emissions, if applicable.)

CDBG-R funds will be used to install energy efficiency improvements on commercial building(s) which will promote energy conservation. The program will promote smart growth with its focus on improving existing commercial buildings. Green building technologies will be encouraged for the project(s).

- (5) Responsible Organization: (Contact information for the organization that will implement the CDBG-R activity, including its name, location, and administrator contact information)

City of Lafayette will be the responsible organization. Aimee Jacobsen, Community Development Director will be the administrator of the grant. Contact information:

Aimee Jacobsen

Community Development Director

20 North 6th Street

Lafayette, IN 47901

765-807-1090

ajacobsen@lafayette.in.gov

www.lafayette.in.gov

C. PUBLIC COMMENT

Provide a summary of public comments received to the proposed CDBG-R Substantial Amendment.

Note: A Proposed CDBG-R Substantial Amendment must be published via the usual methods and posted on the jurisdiction's website for no less than 7 calendar days for public comment.

Response:

Any comments received by 12:00 noon EST on June 4, 2009, will be included in the submission to HUD June 5, 2009.